

Parsons Heath Parent Teacher and Friends Association Annual General Meeting via Microsoft Teams

Wednesday 30th September 2020

Present

Jessica Glover (JG)	Andrea MacAlister (AMc)
Sharon Olding (SAO)	Sarah Howe (SH)
Elaine Miles (EM)	Carl Jones (CG)
Natasha Welham (NW)	Katie Furlong (KF)
Claire Newson (CN)	

Agenda Item		Action
1. Apologies	Mrs Danny Biscoe (DB) and Mrs Stephanie Tew (ST)	
2. Minutes of Last Annual General Meeting (20/09/17)	The minutes of the last meeting were agreed. Proposed: SH Seconded: EM	
3. Matters Arising	The PTFA Charity Status still needs to be sorted.	SAO
4. Secretary's Report	SAO welcomed everyone to the meeting and explained that due to COVID-19, the meeting was being run differently than normal. We started last year with a Sweet Stall in October and raised £89.87, this was then followed by a Clubercise Class in November and £104.50 was added to the PTFA Funds. We had a usual Christmas Fair in December 2019 and again it proved an extremely popular and profitable event with £1262.86 boosting the funds. Feb 2020 saw us hold a 'break the rules' day, with £244.82 added to the funds and finished off with the EYFS/KS1/KS2 disco raising a massive £624.19. We were able to send home with those children that were still here at the end of March an Easter Egg, with best wishes for the Easter Break and all that followed, but unfortunately, the Disco was the last event of the year that we were able to hold due to going into lockdown with COVID and we have had to postpone a number of events such as the end of year disco for the children, a ladies pamper evening and the ever popular Summer Fair. However, the PTFA funds have been bolstered by an impressive £2326.24 in that time and this has enabled us to support the school with the following projects: October half term saw the playground transformed with new markings for the children to enjoy. The Annual Panto at the beginning of December. The children enjoyed a fun filled afternoon of watching Dick Whittington. The Year 6 leavers gifts. Although it's been a very different school year for everyone, with only key worker children in at first, then a gradual increase in the classes that could attend, we could not let the year 6s leave us without their goodbye and good luck gift. It just leaves me to say that none of this would be possible without the tireless efforts and hard-work of our small committee and the support of the parents and children at our events. If you know of anyone that would like to get involved, then please ask them along to the next committee meeting or point them in the direction of one of the officers, who can have a chat. We are now at the start of the PTFA fundraising and events year and look forward to trying to bring some form of normality back into this and support the school wherever we can, now more than before	
5. Treasurers Report	The current balance in the account is £3677.12 and a reminder that a buffer of approx. £1000 was always left for any items that need paying ie: insurance, licences etc.	

6. Appointment of an Independent Examiner of Accounts for the year ending 31/08/2019	Mr Terry Gray who was our Independent Examiner last year is to be approached by EM to see if he is willing to continue this year.	EM
7. Election of Officers	Our current joint chairs have stood down at the end of the summer term. The meeting was informed that to run a PTFA there must be minimum 3 officers (Chair, Treasurer and Secretary) and then a number of committee members. Nominations were asked from the members for any Officer Roles. JG offered to take the role of Chair on. Proposed: EM Seconded: AMc all agreed. SO offered to continue as Secretary. Proposed: NW Seconded: SH all agreed. NW offered to take the Treasurer role on with EMs guidance. Proposed: SH Seconded: JG all agreed. Committee members: The following committee members were voted on by the officers of the PTFA: AMc, SH, CJ, KF, DB, ST	
8. AOB	Discussion followed as to how, in the current climate, we were going to raise funds for the school. The following suggestions were listed: Break the Rules Day 23/10/2020 50p per rule, max 5 rules to be broken – Odd Socks, wear a hat, paint your nails, temporary tattoos, wacky hair and put your jumper on back to front. SAO to get a letter out to parents informing them of when this is. Virtual Father Christmas visit. SH to ask FC if he is available for streaming into the classes. He will chat with each class, then his elf helper will deliver a sack of presents to each class for the children. Presents to be no more than £2 and along the lines of a book, pencil case etc. Online Christmas Raffle. Letters to be sent out asking for a donation to an online raffle. Preferably vouchers. SAO to sort begging letters. The children to design their own Christmas Cards either at home or as a whole class activity. CN stated that she would organise a whole school am/pm for this. JG to sort company and equipment by half term. Other discussions: As a group discussion followed as to how we could handle money coming into school for the various events and the questions was asked whether SIMS Pay could be used for this. SAO to investigate.	SAO

Meeting closed at 19:15pm

Next meetings: Day	Date	Time	Venue
Tuesday	18th November 2020	6:30pm	Via Microsoft Teams